

# CIRCUIT COURT

<b>PROGRAM:</b> Management and Adjudication of Civil Cases	<b>PROGRAM ELEMENT:</b>				
<b>PROGRAM MISSION:</b> To administer justice in a fair, timely, and efficient manner when adjudicating civil matters					
<b>COMMUNITY OUTCOMES SUPPORTED:</b> • Provide for fair and timely administration of justice • Foster respect for the law					
<b>PROGRAM MEASURES</b>	<b>FY01 ACTUAL</b>	<b>FY02 ACTUAL</b>	<b>FY03 ACTUAL</b>	<b>FY04 BUDGET</b>	<b>FY05 CE REC</b>
<b>Outcomes/Results:</b>					
Civil judgments entered	1,141	1,176	1,330	1,176	1,176
Civil cases terminated (resolved) <sup>a</sup>	12,188	11,668	12,029	11,668	11,668
Civil cases resolved through Alternative Dispute Resolution	470	432	472	432	432
<b>Service Quality:</b>					
Average time to dispose of civil cases <sup>b</sup> (days)					
Track NT - Little or no trial time necessary ( <i>target - 165 days</i> ) <sup>c</sup>	114	116	130	165	165
Track 0 - No discovery necessary ( <i>target - 167 days</i> )	131	141	141	167	167
Track 2 - 1/2 to 1 day trial estimate ( <i>target - 271 days</i> )	208	202	199	271	271
Track 3 - 1 to 3 day trial estimate ( <i>target - 416 days</i> )	327	306	309	416	416
Track 4 - 3 day trial or more ( <i>target - 481 days</i> )	413	431	389	481	481
Overall average time for disposition of civil cases (all cases and tracks)	187	184	189	233	233
<b>Efficiency:</b>					
Cases terminated per staff year (civil, criminal, family, and juvenile) <sup>d</sup>	298	327	335	334	351
Average cost per case terminated (civil, criminal, family, and juvenile) (\$) <sup>d</sup>	247	248	258	258	274
<b>Workload/Outputs:</b>					
Civil cases filed <sup>g</sup>	12,040	11,866	11,893	11,870	11,870
Civil hearings held	5,581	5,496	5,798	5,781	5,781
Civil trials by jury	203	166	166	166	166
Civil trials by judge	187	146	166	166	166
Civil cases ordered to Alternative Dispute Resolution	542	504	577	490	490
Civil cases filed as a percentage of total Circuit Court filings	37.5	33.0	33.0	31.0	31.0
Total Circuit Court filings (civil, criminal, family, and juvenile)	32,119	35,915	36,038	37,889	37,889
Total Circuit Court terminations (civil, criminal, family, and juvenile) <sup>d</sup>	32,242	35,773	36,175	38,078	38,078
<b>Inputs:</b>					
Workyears <sup>d,*</sup>	108.3	109.3	108.1	<sup>f</sup> 100.0	103.2
Expenditures (\$000) <sup>d,*</sup>	7,978	8,879	9,326	9,541	9,926
<b>Notes:</b>					
<sup>a</sup> Civil terminations include cases that are tried, dismissed, settled, or administratively closed due to lack of prosecution.					
<sup>b</sup> For civil cases, the disposition time is measured from initial filing to disposition (i.e., trial, settlement, or dismissal).					
<sup>c</sup> The figures in italics represent targets (guidelines) for the time to dispose of civil cases when using the given track. Cases that were formerly classified as Track 1 represent family cases and are reported under the "Management and Adjudication of Family Cases" program.					
<sup>d</sup> Workyears, expenditures, and the corresponding efficiency measures include the processing of civil, criminal, family, and juvenile cases because it is not feasible to separate expenditures and workyears by type of case. (Staff responsibilities and case processing are not organized by type of case: one person may process several types of cases.) Because workyears and expenditures cannot be split by type of case, both efficiency measures are based on all Circuit Court terminations: civil, criminal, family, and juvenile (this total is shown for reference under "Workload/Outputs").					
<sup>e</sup> Expenditures include the Family Grant. The Juvenile Division is partially funded by the Family Grant.					
<sup>f</sup> The State of Maryland assumed the funding for the judicial law clerks, resulting in a permanent decrease in workyears for FY04.					
<sup>g</sup> Civil filing data includes the Register of Wills caseload.					
<b>EXPLANATION:</b>					
One of the Circuit Court's primary functions is the adjudication of civil cases. The Court has integrated the Differentiated Case Management (DCM) concept into the daily operations of all units supporting the Circuit Court's functions. DCM is an approach designed to improve the efficiency of case processing and reduce the demand for judicial intervention (continuances, hearings, etc.) at every phase of litigation. Mechanisms have been designed to avoid multiple court appearances and assure the timely provision of resources for the expeditious processing and resolution of cases on each track.					
The results for the average time to dispose of cases are based on cases that were disposed in the fiscal years indicated, regardless of the date on which a case was filed. Timely case termination based upon track guidelines depends upon the availability of sufficient resource levels in the Circuit and District Courts, the Public Defender's Office, Parole and Probation, and the State's Attorney. Criminal litigation takes precedence over civil litigation as criminal cases must be tried within 180 days from the Rule 4-215 hearing.					
<b>PROGRAM PARTNERS IN SUPPORT OF OUTCOMES:</b> Clerk of the Circuit Court, Maryland and Montgomery County bar associations.					
<b>MAJOR RELATED PLANS AND GUIDELINES:</b> State legislative mandates, Maryland Rules of Procedure, Maryland Annotated Code, Montgomery County Code, Court of Appeals of Maryland.					

# CIRCUIT COURT

<b>PROGRAM:</b> Management and Adjudication of Criminal Cases	<b>PROGRAM ELEMENT:</b>				
<b>PROGRAM MISSION:</b> To administer justice in a fair, timely, and efficient manner when adjudicating criminal matters					
<b>COMMUNITY OUTCOMES SUPPORTED:</b> <ul style="list-style-type: none"><li>• Provide for fair and timely administration of justice</li><li>• Foster respect for the law</li><li>• Ensure the safety of all citizens</li></ul>					
<b>PROGRAM MEASURES</b>	<b>FY01 ACTUAL</b>	<b>FY02 ACTUAL</b>	<b>FY03 ACTUAL</b>	<b>FY04 BUDGET</b>	<b>FY05 CE REC</b>
<b>Outcomes/Results:</b>					
Criminal cases sentenced	2,964	2,798	1,704	2,798	2,798
Criminal cases terminated (resolved) <sup>a</sup>	6,842	6,850	5,795	6,850	6,850
<b>Service Quality:</b>					
Average time to dispose of criminal cases <sup>b</sup> (days)					
Track 0 - No discovery/hand gun charge ( <i>target - 46 days</i> ) <sup>c</sup>	87	66	82	46	46
Track 1 - Jury demands and appeals ( <i>target - 57 days</i> )	53	51	43	57	57
Track 2 - Locally incarcerated ( <i>target - 72 days</i> )	95	99	96	72	72
Track 3 - Routine criminal on bond status ( <i>target - 116 days</i> )	113	99	97	116	116
Track 4 - Complex issues: expected trial duration 3+ days ( <i>target - 127 days</i> )	158	176	163	127	127
Overall average time for disposition of criminal cases ( <i>target - 180 days</i> )	70	68	74	180	180
<b>Efficiency:</b>					
Cases terminated per staff year (civil, criminal, family, and juvenile) <sup>d</sup>	298	327	335	334	359
Average cost per case terminated (civil, criminal, family, and juvenile) (\$) <sup>d</sup>	247	248	258	258	281
<b>Workload/Outputs:</b>					
Criminal cases filed	6,968	6,711	5,540	5,540	5,540
Criminal hearings held	13,804	13,509	10,464	10,464	10,464
Criminal cases tried by jury	151	134	106	106	106
Criminal cases tried by judge	95	79	80	80	80
Criminal cases filed as a percentage of total Circuit Court filings	21.7	18.7	15.4	15.0	15.0
Total Circuit Court filings (civil, criminal, family, and juvenile)	32,119	35,915	36,038	37,889	37,889
Total Circuit Court terminations (civil, criminal, family, and juvenile) <sup>d</sup>	32,242	35,773	36,175	38,078	38,078
<b>Inputs:</b>					
Workyears <sup>d,e</sup>	108.3	109.3	108.1	<sup>f</sup> 100.0	102.4
Expenditures (\$000) <sup>d,e</sup>	7,978	8,879	9,326	9,541	10,150
<b>Notes:</b>					
<sup>a</sup> Terminations are cases that have gone to sentencing or to case closure, i.e. not guilty verdicts, dismissals, or where the State's Attorney decides not to prosecute.					
<sup>b</sup> For criminal cases, disposition time is measured from initial filing to adjudication by trial or plea, less any period of time an arrest warrant was outstanding. It does not include the time for sentencing.					
<sup>c</sup> The figures in italics represent targets (guidelines) for the time to dispose of criminal cases when using the given track.					
<sup>d</sup> Workyears, expenditures, and the corresponding efficiency measures include the processing of civil, criminal, family, and juvenile cases because it is not feasible to separate expenditures and workyears by type of case. (Staff responsibilities and case processing are not organized by type of case: one person may process several types of cases.) Because workyears and expenditures cannot be split by type of case, both efficiency measures are based on <i>all</i> Circuit Court terminations: civil, criminal, family, and juvenile (this total is shown for reference under "Workload/Outputs").					
<sup>e</sup> Expenditures include the Family Grant. (The Juvenile Division is partially funded by the Family Grant.)					
<sup>f</sup> The State of Maryland assumed the funding for the judicial law clerks, resulting in a permanent decrease in workyears for FY04.					
<b>EXPLANATION:</b>					
One of the Circuit Court's primary functions is to adjudicate criminal cases. The Court has integrated the Differentiated Case Management (DCM) concept into the daily operations of all units supporting the Circuit Court's functions. DCM is an approach designed to improve the efficiency of case processing and reduce the demand for judicial intervention (continuances, hearings, etc.) at every phase of litigation. DCM achieves these goals by the early differentiation of cases entering the judicial system in terms of the nature and extent of the judicial/justice system resources they will require. Each case is then assigned to an appropriate "track" established by the court system. The track manages the performance of pre-trial tasks and allocates the appropriate level of judicial and other system resources, minimizing processing delays. Mechanisms have been designed to avoid multiple court appearances and assure the timely provision of resources for the expeditious processing and resolution of cases on each track.					
Timely case termination based upon track guidelines depends upon the availability of sufficient resource levels in the Circuit and District Courts, the Public Defender's Office, Parole and Probation, the State's Attorney, and others.					
<b>PROGRAM PARTNERS IN SUPPORT OF OUTCOMES:</b> District Court, State's Attorney, Public Defender, Department of Correction and Rehabilitation, Montgomery County Police, Sheriff, Clerk of Circuit Court, Parole and Probation.					
<b>MAJOR RELATED PLANS AND GUIDELINES:</b> State legislative mandates, Maryland Rules of Procedure, Maryland Annotated Code, Montgomery County Code, Court of Appeals of Maryland.					

# CIRCUIT COURT

<b>PROGRAM:</b> Management and Adjudication of Family Cases	<b>PROGRAM ELEMENT:</b>				
<b>PROGRAM MISSION:</b> To administer justice in a fair, timely and efficient manner when adjudicating family matters					
<b>COMMUNITY OUTCOMES SUPPORTED:</b> <ul style="list-style-type: none"><li>• Provide for fair and timely administration of justice</li><li>• Foster respect for the law</li><li>• Provide a means for litigants to become aware of their rights and responsibilities</li><li>• Provide access to information to assist litigants with the judicial process</li></ul>					
<b>PROGRAM MEASURES</b>	<b>FY01 ACTUAL</b>	<b>FY02 ACTUAL</b>	<b>FY03 ACTUAL</b>	<b>FY04 BUDGET</b>	<b>FY05 CE REC</b>
<b>Outcomes/Results:</b>					
Family cases terminated (resolved) <sup>a</sup>	13,220	13,161	13,369	13,161	13,161
Family property cases resolved through Alternative Dispute Resolution	332	285	262	285	285
Family custody cases resolved through In-House Mediation Program	228	260	216	216	216
<b>Service Quality:</b>					
Average time to conclude a family case (days): <sup>b</sup>					
Track 0 <sup>c</sup> ( <i>target - 35 days</i> ) <sup>d</sup>	49	51	57	35	35
Track 1 <sup>c</sup> ( <i>target - 48 to 64 days</i> )	122	120	124	64	64
Track 2 <sup>c</sup> ( <i>target - 168 days</i> )	198	200	189	168	168
Track 3 <sup>c</sup> ( <i>target - 224 to 280 days</i> )	241	246	233	280	280
Track 4 <sup>c</sup> ( <i>target - 224 to 365 days</i> )	315	442	445	365	365
Overall average time for disposition of family cases (all cases and tracks)	122	114	116	115	115
<b>Efficiency:</b>					
Cases terminated per staff year (civil, criminal, family, and juvenile) <sup>e</sup>	298	327	335	334	351
Average cost per case terminated (civil, criminal, family, and juvenile) (\$) <sup>e</sup>	247	248	258	258	274
<b>Workload/Outputs:</b>					
Family cases filed	13,111	13,320	13,531	13,529	13,529
Master hearings held	7,050	7,748	7,883	7,883	7,883
Judge hearings held	4,085	4,367	4,433	4,412	4,412
Trials <sup>h</sup>	337	369	615	616	616
Family property cases ordered to Alternative Dispute Resolution	430	431	454	330	330
Family custody cases ordered to In-House Mediation Program	561	664	705	705	705
Family cases filed as a percentage of total Circuit Court filings	40.8	37.1	37.6	36.0	36.0
Total Circuit Court filings (civil, criminal, family, and juvenile)	32,119	35,915	36,038	37,889	37,889
Total Circuit Court terminations (civil, criminal, family, and juvenile) <sup>e</sup>	32,242	35,773	36,175	38,078	38,078
<b>Inputs:</b>					
Workyears <sup>e,f</sup>	108.3	109.3	108.1	<sup>g</sup> 100.0	103.2
Expenditures (\$000) <sup>e,f</sup>	7,978	8,879	9,326	9,541	9,926
<b>Notes:</b>					
<sup>a</sup> Terminations are family cases that have reached final resolution in terms of the <i>original</i> basis for the case.					
<sup>b</sup> For family cases, the disposition time is measured from the Scheduling Conference to conclusion of the case.					
<sup>c</sup> Tracks 0 and 1 involve uncontested cases (final divorces). Track 2 may involve any or all of the following issues: divorce, legal custody, visitation, monetary award, or property. Track 3 involves the same issues as Track 2 but includes physical custody issues. Track 4 is for extremely complex issues. Under the Differentiated Case Management approach, unless specifically requested, the trial will be set for a date when the parties become eligible for a final divorce, thus eliminating the need for two hearings.					
<sup>d</sup> The figures in italics represent targets (guidelines) for the time to dispose of family cases when using the given track.					
<sup>e</sup> Workyears, expenditures, and the corresponding efficiency measures include the processing of civil, criminal, family, <i>and</i> juvenile cases because it is not feasible to separate expenditures and workyears by type of case. (Staff responsibilities and case processing are not organized by type of case: one person may process several types of cases.) Because workyears and expenditures cannot be split by type of case, both efficiency measures are based on <i>all</i> Circuit Court terminations: civil, criminal, family, and juvenile (this total is shown for reference under "Workload/Outputs").					
<sup>f</sup> Expenditures include the Family Grant. The Juvenile Division is partially funded by the Family Grant.					
<sup>g</sup> The State of Maryland assumed the funding for the judicial law clerks, resulting in a permanent decrease in workyears for FY04.					
<sup>h</sup> Includes trials that must be heard by a judge or jury on issues such as contested divorces or custody or property, and contested modifications of previous decisions regarding such matters.					
<b>EXPLANATION:</b>					
October 2003 marked the completion of five years of operation for the Circuit Court's Family Division. The Maryland Judiciary's statewide philosophy on family divisions begins with a belief that courts should assist families in every possible way. The goal is to utilize the most effective case management principles and to offer practical alternatives for a constructive and lasting resolution of issues, keeping the best interests of the children firmly in mind. In adopting a more holistic approach to families in crisis, the Court has provided litigants with an opportunity for reconciliation or - alternatively - resolution of conflicts in the least legally adversarial manner.					
Adjudication of the majority of family cases starts with a Scheduling Conference. At the Scheduling Conference, the Family Division Master assesses the issues, determines what services are appropriate, and establishes the case schedule. Potential services include parenting seminars, mediation, settlement facilitation program, alternative dispute resolution, custody/visitation assessments and evaluations, supervised visitation, and the <i>Pro Se</i> Project (self-representation).					
<b>PROGRAM PARTNERS IN SUPPORT OF OUTCOMES:</b> Clerk of the Circuit Court, Maryland and Montgomery County bar associations, Maryland's Administrative Office of the Courts, private mental health professionals, Family Trauma Services, Adult Addiction Services, Montgomery County Office of Child Support, Abused Persons Program, Women's Law Center, House of Ruth.					
<b>MAJOR RELATED PLANS AND GUIDELINES:</b> Maryland Rules of Procedure, Maryland Annotated Code, Family Law Articles, State legislative mandates, Court of Appeals of Maryland.					